



GOVERNOR'S EXECUTIVE ORDER N-29-20**
CORONAVIRUS COVID-19
AND SAN MATEO COUNTY HEALTH DIRECTIVE
FROM MARCH 14, 2020**

On March 17, 2020, the Governor of California issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the current Shelter-In-Place Order issued by the San Mateo County Health Officer which became effective on March 17, 2020, and which was updated and extended on April 29, 2020; the statewide Shelter-In-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020; and the CDC's social distancing guidelines which discourage large public gatherings, San Bruno City Hall is no longer open to the public for meetings of the Parks and Recreation Commission.

If you would like to make a Public Comment on an item not on the agenda, or comment on a particular agenda item, please email us at sbcs@sanbruno.ca.gov. The length of all emailed comments should be commensurate with the three minutes customarily allowed per speaker, which is approximately 300 words total. Emails received before the special or regular meeting start time will be forwarded to the Parks and Recreation Commission, posted on the City's website and will become part of the public record for that meeting. If emailed comments are received after the meeting start time, or after the meeting ends, they will be forwarded to the Parks and Recreation Commission and filed with the agenda packet becoming part of the public record for that meeting.

Individuals who require special assistance of a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, agenda packet or other writings that may be distributed at the meeting, should contact Amy Bohlen, Executive Assistant, 48 hours prior to the meeting at (650) 616-7180 or by email at sbcs@sanbruno.ca.gov. Notification in advance of the meeting will enable the City of San Bruno to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

**AGENDA
SENIOR CITIZENS ADVISORY BOARD
Tuesday, September 21, 2021 • 9:00 a.m.**

WELCOME TO OUR ADVISORY BOARD MEETING: If you wish to speak on an item under discussion by the Board and appearing on the agenda, you may do so upon receiving recognition from the Board Chair. If you wish to speak on a matter not appearing on the agenda, you may do so during PUBLIC COMMENT. In compliance with the American Disabilities Act, individuals requiring accommodation for this meeting should notify us 48 hours prior to the meeting (616-7150).

Zoom Meeting Details:

<https://us06web.zoom.us/j/86590027696?pwd=RHNtbnlyK09wTEc1MlpgMi83UEIYZz09>

Meeting ID: 865 9002 7696
Passcode: 099516
One tap mobile 1-669-900-9128 US (San Jose)

1. **CALL TO ORDER/ROLL CALL:** Chair Dorothy Carmichael, Vice-Chair Bill Goff, Herb Chu, Bunny Epperson, Karen Hornung, Priscilla Martinez
2. **PLEDGE OF ALLEGIANCE:**
3. **REVIEW OF AGENDA:**
4. **ACCEPTANCE OF MINUTES:** July 20, 2021
5. **CONSENT CALENDAR:**
6. **PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA:** Note: Board policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the "Brown Act", prohibits Board from discussing or acting upon any matter that is not on the agenda. Non-agenda issues raised by members of the public or by the Board may, at the discretion of the Board, be scheduled for consideration at future meetings.
7. **UNFINISHED BUSINESS:**
 - a. Receive and File Monthly Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data
 - b. Receive Report Regarding Senior Center Reopening Update
8. **NEW BUSINESS:**
 - a. Review Draft Presentation for Annual City Council Report – October 12, 2021
9. **ITEMS FROM BOARD MEMBERS:**
10. **ITEMS FROM STAFF:**
11. **ADJOURNMENT**

The next regular Senior Citizens Advisory Board Meeting will be held on October 19, 2021 at 9:00 a.m. via Zoom.

**** POSTED PURSUANT TO LAW ****



MEETING MINUTES

Senior Citizens Advisory Board July 20, 2021

1. **Call to Order/Roll Call:** Chair Carmichael called the meeting of the Senior Citizens Advisory Board to order at 9:00 a.m. Board Members Present: Chair Carmichael, Vice-Chair Goff, Chu, Epperson, and Martinez. Board Members Excused: Hornung. Staff Present: Brewer and Tessier.
2. **PLEDGE OF ALLEGIANCE:** Chair Carmichael led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **ACCEPTANCE OF MINUTES:** The Board accepted the minutes with corrections of the June 15, 2021 meeting.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:** None.
7. **UNFINISHED BUSINESS:**
 - a. Receive and File Monthly Meal Totals – **Superintendent Brewer** presented.
8. **NEW BUSINESS:** None.
9. **ITEMS FROM BOARD MEMBERS:**

Board Member Chu extended kudos to the Blue Horizons. He said it shows that seniors still have a place in this world even if it's outer space.
10. **ITEMS FROM STAFF:**
 - a. Discuss Reopening of Senior Center on July 26, 2021 – **Superintendent Brewer** stated that the Senior Center will be reopening on Monday, July 26th. Everyone, employees and patrons, must wear masks inside, no matter what. This is a recommendation by the County and a mandate by the City. There will be new signage on the 26th stating this. The Senior Center will be opening up slowly. Instructors are coming back as they are comfortable. County classes won't come back until the fall. Letters were sent to the grab and go people and phone calls were made to the delivery people about both programs ending. One car will now be used through the end of September and then delivery will end. Reasons are because the County doesn't support a delivery program and the extra Cares Act money runs out in September so there won't be funding for the grab and go for the extra people. People will still be able to come in, get a placemat, have the meal served, and then place it into their to-go containers to take with them.

Vice-Chair Goff stated that there are more people coming down and getting food than when the Senior Center was open.

Board Member Epperson asked about what will happen when the front door opens. Will there be any kind of screening, sanitizing hands, sign in? **Superintendent Brewer** stated that she doesn't know about screening, but will ask HR. There will be hand sanitizer by the door and everyone will still be signing in, but it will be moved to the front door.

Vice-Chair Goff asked if four people will be sitting on each side of the tables and if bakery goods will be sold again. He stated concern about the people picking up bakery goods and signing in. **Superintendent Brewer** said that there will be four people on each side since there is no more six feet of distancing. Masks will be required except when eating. Bakery goods will be sold again. There will be someone at the desk making sure people are signing in.

Board Member Martinez asked if people can still come in with their own lunches. She is concerned about sanitation and contamination. **Superintendent Brewer** said yes as long as it doesn't impact space. It has been proven that contamination doesn't live on the food.

Vice-Chair Goff asked about pedro, Thursday night bingo, and the coffee bar. **Superintendent Brewer** stated that pedro would be starting back up. Fred will come back to run it. They will be able to reserve tables. Nothing like that will change. She stated it would be nice to do business as it had been and it will be evaluated if people need their lunch early for certain reasons. No word on when Thursday night bingo will start. **Supervisor Tessier** stated that Salim will not be returning so the non-profit suggested that the coffee bar have soda, water, Keurig coffees, chips, and ice cream. No sandwiches and no lattes unless someone wants to volunteer and run the bar five days a week.

Board Member Chu asked if mahjong will start on Monday. **Supervisor Tessier** stated yes as a drop in.

Chair Carmichael asked about welcome back decorations, bus pickup, and casino trips. **Superintendent Brewer** said there is a lot going on with the opening, but they will try to do something. **Supervisor Tessier** stated that she will use the Flex station wagon due to Class B staffing issues. Casino trips are being looked into for potentially October.

Superintendent Brewer stated that everyone should feel free to call or email her if they have any questions.

Vice-Chair Goff asked about the Board. **Superintendent Brewer** stated that there would probably be an election of everyone next year in February except for Board Members Chu and Hornung. The other five will run for a position. Two of the positions will be two years and three of the positions will be one year. In person meetings will not be happen until City Council goes back and then tells the commission to go back. Council's lead will be followed.

11. **ADJOURNMENT:** Meeting was adjourned at 9:34 a.m.

Class Attendance Month of August 2021

Mondays	
Class	Attendance
Hiking	46
Mahjong	32
Tap	50
Billiards	25
Computer Club	40
Pilates/Yoga (started on 8/16)	17
Yoga (started on 8/16)	27

Tuesdays	
Class	Attendance
Spanish	34
Bocce	112
Zumba Gold	101
Beginner Line Dance	94
Ukulele	21
Billiards	30
Computer Club	1

Wednesdays	
Class	Attendance
Hiking	42
Stained Glass	26
Billiards	26
Horseshoes	25
American Line Dance (started on 8/16)	25
Current Events (started on 8/16)	18
Computer Club	20

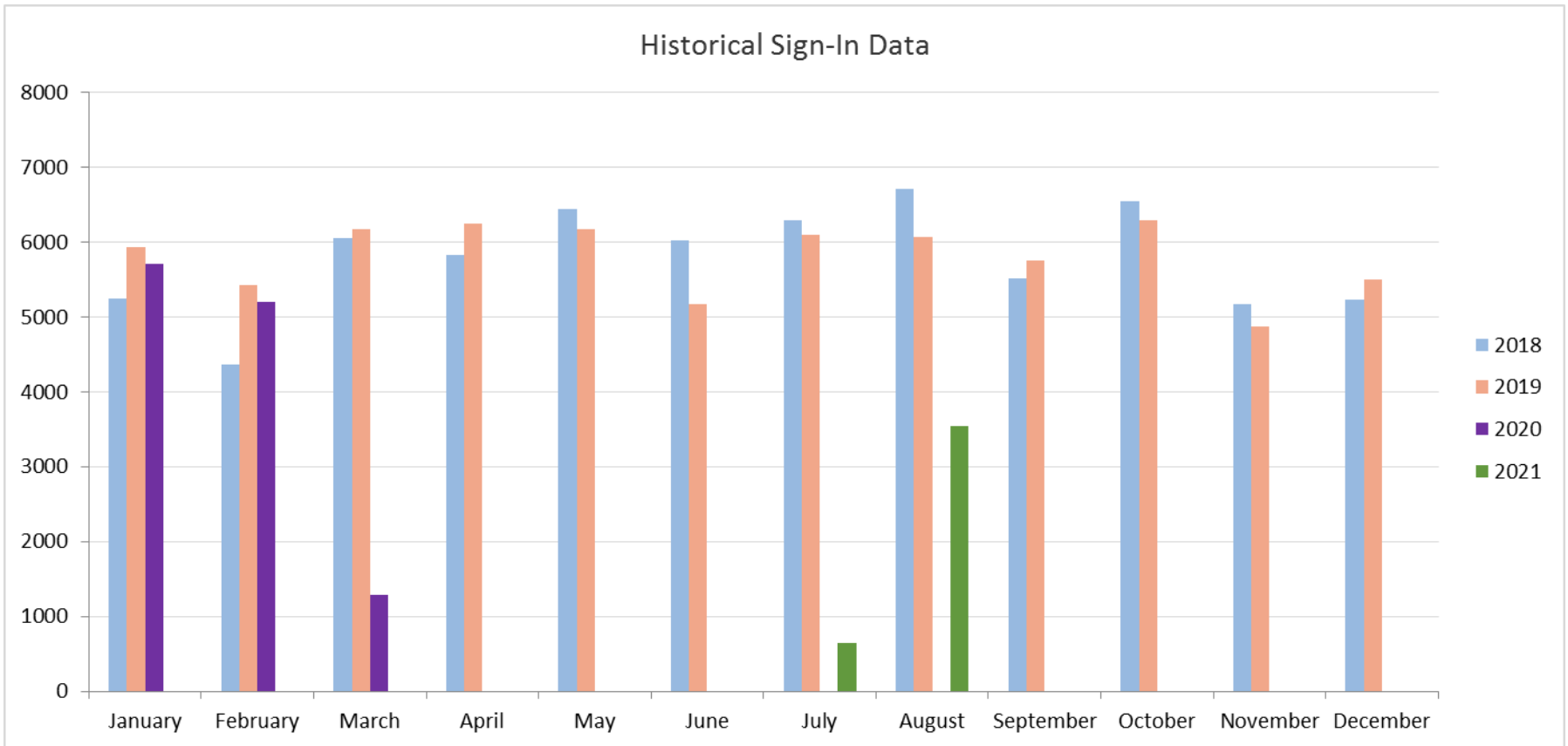
Thursdays	
Class	Attendance
Softball	53
Creative Writing	35
Yoga (started on 8/17)	25
Pedro	99
Music & Motion (started on 8/17)	21
American Line Dancing (started on 8/17)	10
Painting	24
Billiards	24
Computer Club	2

Fridays	
Class	Attendance
Hiking	51
Crocheting	10
Knitting	15
Movie (Last Friday)	14
Zumba Gold	90
Ping Pong	36
Billiards	23
Bridge	2

Sundays	
Class	Attendance
Ballroom Dance 8/22	30
Ballroom Dance 8/29	26
	56

Nutrition Site Report - August 2021

Day	Date	Dine In Meals	Delivered Meals	Total Served Hot Meals & Salads	Donations Received
Mon	2	66	17	83	\$294.00
Tues	3	59	15	74	\$292.00
Wed	4	62	20	82	\$40.00
Thur	5	76	15	91	\$211.00
Fri	6	54	18	72	\$203.00
Mon	9	86	17	103	\$139.50
Tues	10	86	16	102	\$202.00
Wed	11	83	18	101	\$249.00
Thur	12	66	18	84	\$185.00
Fri	13	83	18	101	\$289.00
Mon	16	80	18	98	\$144.00
Tues	17	81	15	96	\$282.50
Wed	18	103	19	122	\$188.00
Thur	19	80	15	95	\$209.00
Fri	20	68	19	87	\$148.00
Mon	23	87	17	104	\$116.00
Tues	24	79	17	96	\$153.00
Wed	25	84	20	104	\$67.00
Thur	26	57	17	74	\$298.00
Fri	27	101	17	118	\$363.00
Mon	30	101	17	118	\$363.00
Tue	31	83	17	100	\$295.50
Total		1,725	380	2,105	\$4,731.50



	January	February	March	April	May	June	July	August	September	October	November	December
2018	5241	4364	6055	5832	6436	6019	6292	6706	5519	6548	5168	5231
2019	5936	5424	6176	6249	6177	5179	6098	6066	5748	6293	4869	5503
2020	5709	5206	1284	0	0	0	0	0	0	0	0	0
2021	0	0	0	0	0	0	642	3540	0	0	0	0



DATE: September 21, 2021

TO: Senior Citizens Advisory Board

FROM: Danielle Brewer, Community Services Superintendent

SUBJECT: Receive Update Regarding Senior Center Reopening

BACKGROUND:

On Monday, July 26, 2021, the San Bruno Senior Center reopened to the residents of San Bruno and surrounding cities to provide the congregate lunch program and offer various classes and services.

DISCUSSION:

When the Senior Center reopened on Monday, July 26, there was a line of seniors waiting to come in and reconnect with their friends. That day, 176 seniors entered the facility for lunch, billiards, Mahjong, dancing, or to simply experience social time with their friends. All visitors were required to wear their masks at all times unless physically eating or drinking. This requirement is still in place.

The Center has been open now for over a month and participation numbers continue to be consistent. Please refer to the class and lunch reports to see the daily participation in the various classes.

When working with the instructors, their comfort level for teaching was taken into consideration. Many classes returned, but some did not. Those classes that did not return will be evaluated each month and the instructors will be given the opportunity to return as they feel comfortable.

Staff has begun the planning for fall and winter including monthly special events. At this time, due to the surge in COVID-19 cases in the Bay Area, staff is limiting attendance at these upcoming special events.

The Halloween Party will take place on Friday, October 29 and will be limited to 120 people. No tickets will be sold at the door. Ticket information will be announced in the October newsletter.

Plans are also in the works for a Thanksgiving and a winter Holiday party. Staff will evaluate the participation numbers for each event based on any COVID-19 restrictions as well as how the first few parties are attended.

Staff will continue to educate Senior Center participants about the importance of wearing their masks while in the facility. There is signage throughout the building, and everyone will continue to be vigilant.

FISCAL IMPACT:

None.

ATTACHMENTS:

None